

DDA 78-1745

27 April 1978

MEMORANDUM FOR: Secretary, Executive Advisory Group

VIA: Deputy Director for Administration

FROM: Michael J. Malanick
Associate Deputy Director for Administration

SUBJECT: Consolidation of Micrographics Production Facilities

1. We have examined the draft report of the Micrographics Task Force and noted the majority recommendation that the proposed consolidation not be undertaken at this time.

2. In spite of the report's specification of potential savings of 9 full-time and 2 part-time positions (DDO, 4 FT; NFAC, 3 FT and 2 FT; DDS&T, 2 FT), plus additional, albeit lesser savings in space, equipment and supplies, the objections and concerns expressed by representatives of the DDO, DDS&T and NFAC lead me to recommend that consolidation of micrographics not be attempted at this time. If, at some later date, the respective Agency components agree to reopen this issue and re-examine the possibility of capturing these savings, we will so advise you; but, for the time being, I suggest this issue be dropped from the EAG's future agenda. I think you and your staff will agree that the review served a useful purpose in that it enlightened a number of senior managers to the scope and complexity of the Agency's micrographics activities.

3. I would like to commend the Task Force and, in particular, the Chairman, for all their fine efforts in this endeavor.

/s/ Michael J. Malanick

Michael J. Malanick

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